

**Culture & Heritage
Board of Commissioners Meeting
March 25, 2013
6:00 PM
Museum of York County**

Approved 4-22-13

Person Presiding: Chair, David Plexico
Members Present: David Duncan, Jonell Hagner, Dennis Getter, Ragin Craig
Members Called In: Rick Lee, Hester Benitez
Ex Officio Present: Pat Veasey
Staff Present: Carey Tilley, Barbara Ardrey
Other: County Attorney Michael Kendree

The meeting was called to order at 6:00 PM by Board Chair, David Plexico.

Plexico asked for a motion to approve the minutes of the 02/25/13 meeting. Plexico moved to approve as presented; Duncan seconded; no discussion; the motion passed unanimously.

Staff Reports and Information

Report from Executive Director

- Service Numbers are good.
 - Overall visitation at all sites is down by less than 1% from this time last year.
 - Visitation is up at three of our four sites with Brattonsville behind. We need something new at Brattonsville to generate new visitation.
 - We are up in four of our five major visitation categories. Special events category behind – dependent on weather.
- Finances are in good shape. We continue to have a positive net income through the end of February. Under budget in most departments.
- On Development, we have three interviews scheduled for later this week for the Development Director position; good candidates; new applicants.
- Working on Budget and working on IRS 990 – some small corrections needed on 990; Tilley asked Commissioners to scrutinize document and be sure to ask if they have any questions
- Projects
 - MYCO roof has been posted – completion date September
 - Brick House will be posted this week – completion date of November
 - McCelvey Annex – completion date of December
- Interpretive Plan for Brattonsville
 - Staff portion through in June
 - Consultants needed for design work and site layout afterward
 - Before going forward with 1780 Farm, we need to have Interpretive Plan in place
- Rainey House –meeting scheduled for March 28 at McCelvey Center
 - Real challenges with the Rainey House
 - Tilley meeting with John Stringer Rainey tomorrow to get his perception on project
 - There needs to be a committed grass roots group to support with time and resources

- Discussed funding and impact on our current operations
- McCelvey Concert Series – Suzy Bogguss concert, was well attended.
- Upcoming Capital Projects (separate sheet - not included in Director's Report)
 - Four Major Projects to be launched in 2013-2014
 - Huck's Defeat Battlefield Interpretation (H-Tax proposal); and Brattonsville Brick House Front Porch (H-Tax proposal) – either of these projects will have huge impact at HB
 - McCelvey Annex Furnishings (including Compact Shelving) is our big ticket item.
 - Master Plan for Historic Brattonsville – design and layout
 - Early Phase - 1780 Farm
 - Tilley noted he would like to pursue putting the numbers for these projects in the budget and then get final Commission approval once he and Latham determine actual funding sources.

Committee Reports

- Finance Committee – no meeting but Getter reported we have extension to complete Budget. There will be special called meeting of the Finance Committee mid-April. We will be funded adequately and the question is what kind of capital money can we get to do the things we want to do. No major issues – we are spending under control.
- Governance Committee—no meeting but Hagner brought up vacant ex officio position and questioned procedure to fill that position. Kendree noted ex officio position is different in that a special skill set is needed. Hagner asked that everyone put word out and start thinking of potential applicants. Applications go to County Manager's office who will send them on to Hagner.
- Collections Committee – first meeting will be April 8, at 3:00 PM, at the McCelvey Center. Chair, Pat Veasey, passed out list of members. Veasey reported that David Duncan offered to serve as Commissioner on the Collections Committee and David Plexico, Commission Chair, accepted his offer. A question came up about a possible conflict with Strauss Shiple serving on the committee and it was determined that no conflict existed. Staff is working on a policy.

Old Business

Discussion of County Ordinance

Discussion of HR portion of Ordinance as pertains to authority of County Manager and Executive Director. Tilley presented recommended language to clarify role of Executive Director. Hagner questioned whether sentence should read "Executive Director of the Culture and Heritage Commission" or "Executive Director of the Culture and Heritage Museums." Attorney Kendree will determine correct language.

Tilley asked Kendree how to proceed from here. Make list of changes and this Commission should vote to make a recommendation to request the County to amend the Ordinance to reflect those changes. Kendree's only concern is with the Grievance process. Craig asked that the Commission be able to look at the revised version of the Ordinance before submitting to County Council and Kendree agreed. Kendree will have a draft ready by next meeting for Commission approval and then the process through Council can be started.

The status of the issue of terms of the Commissioners was discussed. Kendree will present language on terms at next meeting, separate from Executive Director authority issue.

The third issue that was brought up involved the possibility of increasing the number of board members from 7 to 11 or 14 in an effort to create more diversity and more fundraising opportunities.

Getter suggested anyone who wants to make a specific recommendation on any By-law change, try to submit to Carey so they can be sent out in advance of the meeting for Commission review and consideration. To clarify, Carey noted that the issues are the HR issue and the term issue and Getter indicated any other issues could also be addressed. Next Agenda should include recommended By-law changes to Council.

(Rick Lee off line – lost signal)

New Business

- Approval of Recommendation for Deaccession

This involves the deaccession of one of our four zebra mounts from our African collection to be reconstructed for use in the new Ice Age exhibition as an American Zebra. Tilley recommended approval of the deaccession.

David Plexico moved to approve the deaccession of accession #1982014001, a zebra taxidermy mount; Getter seconded; discussion; a vote was taken and the motion passed unanimously.

- Fundraising Committee Charter

Getter asked the Commissioners to review the original 2-page Charter included in the packet along with the attached 3 pages of thoughts and ideas about the Committee itself and then get back to Carey with recommendations. The goal is to have a Charter composed by next month and be able to go forward with a vote.

Veasey asked for clarification on whether to use the word “Development” or “Fundraising.”

Getter and Tilley concur that “Development” is the key word.

- Discussion of Foundation Letter

The subject letter was sent out by the Foundation to its donors on March 8, 2013. Getter noted two sentences contained in that letter that he believes to be incorrect.

- 1) The sentence referring to time and money being spent by the Foundation for attorneys and accountants to answer unsubstantiated questions and false allegations from the County Council and the Culture and Heritage Commission members.

Getter noted that if the Foundation received answers from attorneys and accountants, neither he nor any of the other Commissioners who were asked were given any answers from the Foundation.

- 2) The sentence indicating that the Foundation donated over \$3.5 million to the County for improvements at the Museum of York County, Historic Brattonsville and The McCelvey Center, as well as to establish the new Children’s Museum.

Getter noted that the Foundation’s 990 indicated donations totaling \$1.8 million.

Further discussion ensued regarding discrepancies in the Foundation’s 990’s and the fluctuation in the total amount of assets and contributions reported. The confusion by donors between the Foundation and the Culture & Heritage Museums was also discussed.

Plexico made a motion to go into Executive Session for receipt of legal advice; Craig seconded; no discussion; a vote was taken and the motion passed unanimously.

Executive Session

- Legal Advice

Reconvene to Open Session

Plexico made a motion to adjourn from Executive Session; Craig seconded; no discussion; a vote was taken and the motion passed unanimously.

Plexico stated that no action was taken during Executive Session.

Plexico made a motion to adjourn; Getter seconded; no discussion; a vote was taken and the motion passed unanimously.

Prepared by: Barbara Ardrey

Submitted by: Dennis Getter, Secretary/Treasurer